

## ORDER FOR SUPPLIES OR SERVICES

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IMPORTANT: Mark all packages and papers with contract and/or order numbers.

1. DATE OF ORDER 05/15/2020		2. CONTRACT NO. (If any) EP-W-17-019		6. SHIP TO: a. NAME OF CONSIGNEE OEI/OCAPPM/CACD	
3. ORDER NO. 68HERD20F0102		4. REQUISITION/REFERENCE NO. PR-OEI-19-00439			
5. ISSUING OFFICE (Address correspondence to) ITAD US Environmental Protection Agency 109 T.W. Alexander Drive Mail Code: AA005 Research Triangle Park NC 27709				b. STREET ADDRESS US Environmental Protection Agency William Jefferson Clinton Building 1200 Pennsylvania Avenue, N. W. Mail Code: 2833T	
				c. CITY Washington	d. STATE DC
				e. ZIP CODE 20460	
7. TO: SHEILA WRIGHT				f. SHIP VIA	
a. NAME OF CONTRACTOR GRANT THORNTON L.L.P.					
b. COMPANY NAME				8. TYPE OF ORDER	
c. STREET ADDRESS 333 JOHN CARLYLE ST. SUITE 500				<input type="checkbox"/> a. PURCHASE REFERENCE YOUR:  Please furnish the following on the terms and conditions specified on both sides of this order and on the attached sheet, if any, including delivery as indicated.	
d. CITY ALEXANDRIA				e. STATE VA	f. ZIP CODE 22314
9. ACCOUNTING AND APPROPRIATION DATA See Schedule				10. REQUISITIONING OFFICE Office of Environmental Information	
11. BUSINESS CLASSIFICATION (Check appropriate box(es)) <input type="checkbox"/> a. SMALL <input checked="" type="checkbox"/> b. OTHER THAN SMALL <input type="checkbox"/> c. DISADVANTAGED <input type="checkbox"/> d. WOMEN-OWNED <input type="checkbox"/> e. HUBZone <input type="checkbox"/> f. SERVICE-DISABLED VETERAN-OWNED <input type="checkbox"/> g. WOMEN-OWNED SMALL BUSINESS (WOSB) ELIGIBLE UNDER THE WOSB PROGRAM <input type="checkbox"/> h. EDWOSB					12. F.O.B. POINT
13. PLACE OF a. INSPECTION Destination		b. ACCEPTANCE Destination		14. GOVERNMENT B/L NO.	
				15. DELIVER TO F.O.B. POINT ON OR BEFORE (Date) 05/15/2020	
				16. DISCOUNT TERMS	

## 17. SCHEDULE (See reverse for Rejections)

ITEM NO. (a)	SUPPLIES OR SERVICES (b)	QUANTITY ORDERED (c)	UNIT (d)	UNIT PRICE (e)	AMOUNT (f)	QUANTITY ACCEPTED (g)
	DUNS Number: 128159105 TOCOR: Holly Fenderson Invoice Approver: Holly Fenderson  Continued ...					

SEE BILLING INSTRUCTIONS ON REVERSE	18. SHIPPING POINT		19. GROSS SHIPPING WEIGHT		20. INVOICE NO.		17(h) TOTAL (Cont. pages)
	21. MAIL INVOICE TO:						
	a. NAME RTP Finance Center						\$3,625,633.54
	b. STREET ADDRESS (or P.O. Box) US Environmental Protection Agency RTP-Finance Center (AA216-01) 109 TW Alexander Drive www2.epa.gov/financial/contracts						\$1,794,960.72
c. CITY Durham				d. STATE NC	e. ZIP CODE 27711		17(i) GRAND TOTAL

22. UNITED STATES OF

AMERICA BY (Signature)

05/15/2020

ELECTRONIC  
SIGNATURE

23. NAME (Typed)

Darren J. Gann

TITLE: CONTRACTING/ORDERING OFFICER

## ORDER FOR SUPPLIES OR SERVICES

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## SCHEDULE - CONTINUATION

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IMPORTANT: Mark all packages and papers with contract and/or order numbers.

DATE OF ORDER		CONTRACT NO.			ORDER NO.	
05/15/2020		EP-W-17-019			68HERD20F0102	
ITEM NO.	SUPPLIES/SERVICES	QUANTITY ORDERED	UNIT	UNIT PRICE	AMOUNT	QUANTITY ACCEPTED
(a)	(b)	(c)	(d)	(e)	(f)	(g)
0001	Admin Office: ITAD US Environmental Protection Agency 109 T.W. Alexander Drive Mail Code: AA005 Research Triangle Park NC 27709 Period of Performance: 05/15/2020 to 05/14/2021					
	Base Period - Program/Project Management Strategic and Implementation Support for OCAPPMs Customer Experience, Communications, Customer Adoption/Change Management Programs. PoP: 5/15/2020 thru 5/14/2021 Incrementally Funded Amount: \$235,704.72				1,794,960.72	
0002	Accounting Info: 19-20-C-HP2-000HF8-2505-19HPEAS016-001 BFY: 19 EFY: 20 Fund: C Budget Org: HP2 Program (PRC): 000HF8 Budget (BOC): 2505 DCN - Line ID: 19HPEAS016-001 Funding Flag: Complete Funded: \$50,000.00 Accounting Info: 19-20-B-HP2-000HF8-2505-19HPEAS016-002 BFY: 19 EFY: 20 Fund: B Budget Org: HP2 Program (PRC): 000HF8 Budget (BOC): 2505 DCN - Line ID: 19HPEAS016-002 Funding Flag: Complete Funded: \$185,704.72					
	Option Period 1 - Program/Project Management Strategic and Implementation Support for OCAPPMs Customer Experience, Communications, Customer Adoption/Change Management Programs. PoP: 5/15/2021 thru 5/14/2022 (Option Line Item) 05/15/2021				1,830,672.82	

TOTAL CARRIED FORWARD TO 1ST PAGE (ITEM 17(H))

\$3,625,633.54

## Additional Terms &amp; Conditions

## A. PRICE SCHEDULE

## 1. BASE PERIOD:

Contract Line Item (CLIN)	Description	Price Type	Period of Performance	Total Hours	Price
<b>Base Period</b>	<b>Customer Experience &amp; Communications Support Services</b>		<b>12 months</b>		
001	Sub-Task 1.1 – Task Order Program Management Plan (TOPMP)	Firm Fixed Price (FFP)	12 months		
002	Sub-Task 2.1 – Implementation of a strategic plan	Firm Fixed Price (FFP)	12 months		
003	Sub-Task 3.1 – Communications Development	Firm Fixed Price (FFP)	12 months		
004	Sub-Task 3.2 – Presentations and Training	Firm Fixed Price (FFP)	12 months		
005	Sub-Task 4 – Transition	Firm Fixed Price (FFP)	12 months		
006	T&M Labor Hours (All PWS Tasks except the Firm Fixed Price Services Task Items listed above)	Time & Material (T&M)	12 months		
007	Other Direct Costs (ODCs)	Not-to-Exceed	12 months		
<b>TOTALS FOR THE BASE PERIOD</b>					<b>\$1,794,960.72</b>

## 2. OPTION PERIOD 1:

Contract Line Item (CLIN)	Description	Price Type	Period of Performance	Total Hours	Price
<b>Option Period 1</b>	<b>Customer Experience &amp; Communications Support Services</b>		<b>12 months</b>		
001	Sub-Task 1.1 – Task Order Program Management Plan (TOPMP)	Firm Fixed Price (FFP)	12 months		
002	Sub-Task 2.1 – Implementation of a strategic plan	Firm Fixed Price (FFP)	12 months		
003	Sub-Task 3.1 – Communications Development	Firm Fixed Price (FFP)	12 months		
004	Sub-Task 3.2 – Presentations and Training	Firm Fixed Price (FFP)	12 months		
005	Sub-Task 4 – Transition	Firm Fixed Price (FFP)	12 months		
006	T&M Labor Hours (All PWS Tasks except the Firm Fixed Price Services Task Items listed above)	Time & Material (T&M)	12 months		
007	Other Direct Costs (ODCs)	Not-to-Exceed	12 months		
<b>TOTALS FOR THE BASE PERIOD</b>					<b>\$1,830,672.82</b>

## **B. ADDITIONAL CONTRACT CLAUSES**

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### **52.217-8 Option to Extend Services.**

#### **OPTION TO EXTEND SERVICES (NOV 1999)**

The Government may require continued performance of any services within the limits and at the rates specified in the contract. These rates may be adjusted only as a result of revisions to prevailing labor rates provided by the Secretary of Labor. The option provision may be exercised more than once, but the total extension of performance hereunder shall not exceed 6 months. The Contracting Officer may exercise the option by written notice to the Contractor within **Thirty (30) Days of the end of the Term.**

(End of clause)

### **52.217-9 Option to Extend the Term of the Contract.**

#### **OPTION TO EXTEND THE TERM OF THE CONTRACT (MAR 2000)**

(a) The Government may extend the term of this contract by written notice to the Contractor within **One (1) Day**; provided that the Government gives the Contractor a preliminary written notice of its intent to extend at least **Thirty (30) Days** before the contract expires. The preliminary notice does not commit the Government to an extension.

(b) If the Government exercises this option, the extended contract shall be considered to include this option clause.

(c) The total duration of this contract, including the exercise of any options under this clause, shall not exceed **Twenty-Four (24) months.**

(End of clause)

### **EPAAR 1552.237-72 Key personnel. (APR 1984)**

(a) The Contractor shall assign to this contract the following key personnel:

- Program Manager

(End of clause)

**EPAAR 1552.245-71 Government-furnished data.**

Government-Furnished Data (SEP 2009)

(a) The Government shall deliver to the Contractor the Government-furnished data described in the contract. If the data, suitable for its intended use, is not delivered to the Contractor, the Contracting Officer shall equitably adjust affected provisions of this contract in accordance with the "Changes" clause when:

(1) The Contractor submits a timely written request for an equitable adjustment; and

(2) The facts warrant an equitable adjustment.

(b) Title to Government-furnished data shall remain in the Government.

(c) The Contractor shall use the Government-furnished data only in connection with this contract.

(d) The following data will be furnished to the Contractor on or about the time indicated:

(End of clause)